



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **PM-3**

December 5, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**FIRE STATION 82 INTERIOR REMODEL - CATEGORICAL EXEMPTION
APPROVE PROJECT BUDGET - SPECS. 6819; C.P. 88935
SUPERVISORIAL DISTRICT 5
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE FIRE CHIEF THAT YOUR BOARD, ACTING AS THE GOVERNING BODY OF
THE CONSOLIDATED FIRE PROTECTION DISTRICT:**

1. Find the project categorically exempt under the California Environmental Quality Act (CEQA).
2. Approve the \$912,000 total project budget.
3. Authorize the Fire Chief and the Director of Public Works to carry out the project. Delegate authority to the Director of Public Works to manage and deliver the construction of Fire Station 82 Interior Remodel on behalf of the Consolidated Fire Protection District; to award and execute Consultant Agreements, amendments, and supplements related to this project within the same authority and limits delegated to the Director by your Board for County projects; to accept the project; and to release retention upon acceptance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approving the recommended actions will allow the interior renovation of Fire Station 82, which is located at 352 Foothill Boulevard, La Canada-Flintridge, California 91011.

The Fire Chief requested that Public Works provide project management services for this project. Accordingly, we are recommending that your Board delegate authority to the Director of Public Works to manage and deliver the project on behalf of the Consolidated Fire Protection District and to award and execute Consultant Agreements, amendments, and supplements related to this project within the same authority and limits delegated by your Board to the Director for County projects.

This project consists of reconfiguring an open space, 1,461-square-foot dormitory to accommodate 11 separate dormitory rooms, locker rooms, three bathrooms with showers and an American with Disabilities Act accessible unisex toilet and bath, new skylights, doors, windows, partitions complete with electrical, HVAC facilities, and installation of a temporary dormitory trailer on site to house Fire Department staff. The proposed work will be completed through a Job Order Contract (JOC) administered by Public Works.

The Fire District's as-needed architect, Lewis/Schoeplein Architects, completed the design of interior renovation, and your authorization would allow construction activity to commence.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goal of Work Force Excellence by significantly enhancing the quality and productivity of the County work force, thereby, improving fire and emergency medical response services to the residents of La Canada-Flintridge.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for the base scope of work is \$550,000, without contingency.

The total cost of the project, including plans and specifications, plan check, construction, consultant services, Civic Art Fund allocation, and County services, is currently estimated at \$912,000. The Project Schedule and Budget Summary are included in the Enclosure.

The project is funded from the Fire Department Accumulated Capital Outlay Fund. Sufficient appropriation has been identified in the Fiscal Year 2006-07 Capital Projects Budget, C.P. 88935, Various Fire Station Refurbishments to fund the project.

Operating Budget Impact

Based on the current project scope, the Fire District does not anticipate any one-time, start-up costs to operate and maintain the facility improvements. There is no impact in the operating budget. The same number of personnel and equipment will continue to operate from the Fire Station during and after the project.

The Fire District will work with the Chief Administrative Office (CAO) to determine the appropriate level of operations and available funding. Based on the project schedule, the operating costs will be incurred beginning in Fiscal Year 2006-07.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard JOC, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for Contract termination, renegotiation, and hiring qualified displaced County employees will be included in the Contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of Contract award, the JOC contractor will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

As required by your Board, the project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted December 7, 2004.

The JOC contractor will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

The proposed project has been reviewed and determined to be categorically exempt under CEQA in accordance with State CEQA Guidelines, Article 19, Section 15303 (d), and the County of Los Angeles Environmental Document Reporting Procedures and Guidelines, Class 1 (c) and (d), adopted by your Board on November 17, 1987. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

The Contract requires the consultant to pay its employees applicable prevailing wages in accordance with the California Labor Code.

Public Works has evaluated and determined that the County Code Chapter 2.201 (Living Wage Program) does not apply to this Construction Contract as this Contract is for non-Proposition A services.

Participation by Community Business Enterprises (CBEs) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the Fire Station to minimize disruption of services and to maintain safe public access to the Fire Station during construction. The Fire Station personnel will be housed on site in a temporary dormitory trailer during construction.

The Honorable Board of Supervisors
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CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Projects Division), Fire District, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

P. MICHAEL FREEMAN
Fire Chief

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Enc.

cc: Auditor-Controller
County Counsel
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

December 5, 2006

ENCLOSURE

**FIRE STATION 82 INTERIOR REMODEL
CATEGORICAL EXEMPTION
APPROVE PROJECT BUDGET
SPECS. 6819; C.P. 88935**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Project Program	N/A
Design	
Contract Execution	N/A
Construction Document Submittal	N/A
Jurisdictional Approval	N/A
Construction Bid and Award	N/A
Construction	
Notice to Proceed	12/12/06
Substantial Completion	04/12/07
Acceptance	05/14/07

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	
Construction	
a) Construction	\$ 550,000
b) Change Orders	\$ 82,500
c) Asbestos Abatement	\$ 25,000
d) Civic Art Fund Allocation	<u>\$ 6,000</u>
Subtotal	\$ 663,500
Plans and Specifications	\$ 25,000
Relocation	\$ 120,000
Consultant Services	\$ 18,000
Miscellaneous Expenditures	\$ 7,000
Jurisdictional Review and Plan Check/Building and Safety Inspection	\$ 15,000
Project Management Services	\$ 63,500
TOTAL	\$ 912,000